

# Accounting, Computer & Office Skills

**Provider:** North Star Computing

**Length:** 80 Hours

**Cost:** \$2,375

**Cost Unit:** Cost of the entire program

## Website

<http://www.nsctraining.com/coursedesc.html>

Specialized skills training is an intensive training program designed to teach you fundamental computer and office skills. We have included resume writing and self-improvement classes to help improve job placement and self-esteem.

## Related Occupations

Billing and Posting Clerks

Bookkeeping, Accounting, and Auditing Clerks

Brokerage Clerks

Payroll and Timekeeping Clerks

Statistical Assistants

Tax Preparers

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